



Cresandra Hardeman, Chair, Place 3
Julie Leonard, Place 1
Prince John Chavis, Place 2
Felix Paiz, Place 4
Celestine Sermo, Place 5
Cecil Meyer, Place 6
Jim Terry, Place 7
Gabriel Nila, Alternate No. 1
Gabrielle Orion, Alternate No. 2
Barth Timmermann, Developer Representative

Community Impact Fee Advisory Committee Regular Meeting

Wednesday, January 10, 2024, at 7:00 PM

Manor City Hall, Council Chambers, 105 E. Eggleston St.

AGENDA

This meeting will be live streamed on Manor's YouTube Channel
You can access the meeting at <https://www.youtube.com/@cityofmanorsocial/streams>

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PUBLIC COMMENTS

Non-Agenda Item Public Comments (white card): Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person.

Agenda Item Public Comments (yellow card): Comments will be taken from the audience on non-agenda and agenda items combined for a length of time, not to exceed five (5) minutes total per person on all items, except for Public Hearings. Comments on Public Hearing items must be made when the item comes before the Committee and not to exceed two (2) minutes per person. No Action or Discussion May be Taken by the Committee during Public Comments on Non-Agenda Items.

To address the Committee, please complete the white or yellow card and present it to the city staff designee prior to the meeting.

CONSENT AGENDA

All of the following items on the Consent Agenda are considered to be self-explanatory by the Community Impact Fee Advisory Committee and will be enacted with one motion. There will be no separate discussion of these items unless requested by the Chair or a Committee Member; in which event, the item will be removed from the consent agenda and considered separately.

- 1. Consideration, discussion, and possible action to approve the minutes for the November 13, 2023, Community Impact Fee Advisory Committee Regular Session.**

REGULAR AGENDA

- 2. Consideration, discussion, and possible action on discussion on Roadway Impact Fee calculations and other options for funding improvements.**

- 3. Consideration, discussion, and possible action on whether the Advisory Committee wants to recommend that financing options be looked at in assessment of roadway impact fee.**
- 4. Consideration, discussion, and possible action on comparisons of roadway impact fees.**

ADJOURNMENT

In addition to any executive session already listed above, the Community Impact Fee Advisory Committee reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

CONFLICT OF INTEREST

In accordance with Section 12.04 (Conflict of Interest) of the City Charter, "No elected or appointed officer or employee of the city shall participate in the deliberation or decision on any issue, subject or matter before the council or any board or commission, if the officer or employee has a personal financial or property interest, direct or indirect, in the issue, subject or matter that is different from that of the public at large. An interest arising from job duties, compensation or benefits payable by the city shall not constitute a personal financial interest."

Further, in accordance with Chapter 171, Texas Local Government Code (Chapter 171), no City Council member and no City officer may vote or participate in discussion of a matter involving a business entity or real property in which the City Council member or City officer has a substantial interest (as defined by Chapter 171) and action on the matter will have a special economic effect on the business entity or real property that is distinguishable from the effect on the general public. An affidavit disclosing the conflict of interest must be filled out and filed with the City Secretary before the matter is discussed.

POSTING CERTIFICATION

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Friday, January 5, 2024, by 5:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

/s/ Lluvia T. Almaraz, TRMC
City Secretary for the City of Manor, Texas

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 10 days prior to this meeting. Please contact the City Secretary at 512.215.8285 or e-mail lalmaraz@manortx.gov



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: January 10, 2024
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the minutes for the November 13, 2023, Community Impact Fee Advisory Committee Regular Session.

BACKGROUND/SUMMARY:

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- November 13, 2023, Community Impact Fee Advisory Committee minutes

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Community Impact Fee Advisory Committee approve the November 13, 2023, Community Impact Fee Advisory Committee minutes.

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None



**COMMUNITY IMPACT FEE ADVISORY COMMITTEE
CALLED SPECIAL SESSION MINUTES
NOVEMBER 13, 2023**

*This meeting was live streamed on Manor's YouTube Channel at
<https://www.youtube.com/@cityofmanorsocial/streams>*

PRESENT:

COMMISSIONERS:

Cresandra Hardeman, Chairperson, Place 3
Julie Leonard, Place 1 (*Absent*)
Prince John Chavis, Place 2 (*Absent*)
Felix Piaz, Place 4 (*Absent*)
Celestine Sermo, Place 5 (*Absent*)
Cecil Meyer, Place 6
LaKesha Small, Place 7
Barth Timmermann, Developer Representative

CITY STAFF:

Frank Phelan, City Engineer
Scott Dunlop, Development Services Director
Micheal Burrell, Planning Coordinator

REGULAR SESSION: 7:00 P.M.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

With a quorum of the Community Impact Fee (CIF) Advisory Committee present, the Regular Session of the Manor CIF Advisory Committee was called to order by Chair Hardeman at 7:03 p.m. on Wednesday November 13, 2023, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PUBLIC COMMENTS

No one appeared to speak at this time.

CONSENT AGENDA

- 1. Consideration, discussion, and possible action to approve the minutes for the September 13, 2023, Community Impact Fee Advisory Committee Regular Session.**

MOTION: Upon a motion made by Commissioner Small and seconded by Commissioner Meyer to approve the minutes of the September 13, 2023, CIF Advisory Committee Minutes.

There was no further discussion.

Motion to Approve carried 4-0

REGULAR AGENDA

2. Consideration, discussion, and possible action on Roadway Impact Fee Calculations with updates from previous meeting.

Engineer Phelan gave a Power Point Presentation. (*see attached*) He answered questions and gave specific details of the different residential and non-residential categories of Service Units. He explained the method used to calculate vehicle miles.

Engineer Phelan described the adjustments that were made to the previous totals presented at the last meeting. He explained how the boundaries of the service areas were shifted to make the calculations more even throughout each service area.

Director Dunlop answered questions about the added items that affected the calculations. He stated future improvement projects and roads based off the future thoroughfare plan were the items that caused the increase in totals.

Engineer Phelan explained the charts that were included in the backup including the calculations for the Roadway Impact Fees per Service Area. He answered questions from the Committee regarding the calculations.

A detailed discussion was held regarding the different types of businesses the Roadway Impact Fee would affect the most. Consideration was given to the cost the developers would have to pay in the different service areas. Concerns were expressed regarding the increased cost of development and the negative effect it would have on growth within the city.

Engineer Phelan presented a handout that contained figures from the surrounding cities. (*see attached*) He answered questions regarding the varying amounts listed. Discussion was held regarding the locations nearby that did not currently have the Roadway Impact Fee.

Engineer Phelan spoke regarding the positive reasons to assess this fee. He stated the city presently did have many resources to pull from to help improve or expand the roadways. He explained the city did not have to set the fee at the maximum accessible value.

Director Dunlop clarified the impact fees would not be paid in addition to TIA Mitigation costs. The TIA improvements would be deducted from the cost of impact fees. Engineer Phelan mentioned the city and developers would have the option of working with TXDOT and the county with the improvement needed as well.

Director Dunlop answered questions regarding the roads listed on the Manor Road Impact Fee Map. He explained some of the roads were still in the process of being built out.

Questions were raised about the calculations presented being significantly higher than the totals present at the last meeting. Director Dunlop explained the projects with cost amounts that were considered in the first set of calculations and then the ones used for the current calculations.

Discussion was held regarding the recent bonds that were passed, what the bonds were for and if those funds could be used to eliminate this fee from being charged. Director Dunlop explained why the funds could not be used for that purpose. He stated bonds were an option if the City Council wanted to go in that direction.

Engineer Phelan explained the importance of establishing mechanisms of funding for roadway expansions and improvements. He explained there has been a load increase on the roads and their carrying capacity. He reiterated that the Roadway Impact Fee did not have to be set at the maximum accessible value.

Engineer Phelan answered questions regarding how the impact fee would be implemented. He stated that more research would be needed regarding reductions or adjustments being made for certain types of land uses.

Engineer Phelan recapped the information and data that would be collected to report back on for the next meeting. He stated the calculation totals would be re-examined, calculate the maximum fee and provide the 50% adjustment on it. How many services areas were in the other cities that have adopted the Roadway Impact Fee. A check will be done to see what cities would be adopting Roadway Impact Fees and if not, see if they have any feedback on why not.

The Committee requested to have the City of Hutto's data added to the charts, add data on the true average of the other cities, and include zeros to the chart as well.

There was more debate regarding the calculations listed on the impact fee calculations chart.

MOTION: Upon a motion made by Developer Representative Timmermann and seconded by Commissioner Meyer to move Agenda Item #2 to the next meeting.

There was no further discussion.

Motion to Postpone carried 4-0

3. Consideration, discussion, and possible action on the Comparison of Roadway Impact Fees – updated with additional information as requested at the September meeting.

Chair Hardeman stated the discussion for this item was done during the previous agenda item.

MOTION: Upon a motion made by Commissioner Small and seconded by Developer Representative Timmermann to move Agenda Item #3 with the updates requested to the next meeting.

There was no further discussion.

Motion to Postpone carried 4-0

4. Consideration, discussion, and possible action on recommending roadway impact fee amounts to City Council.

MOTION: Upon a motion made by Commissioner Small and seconded by Developer Representative Timmermann to postpone recommending roadway impact fee amounts to City Council.

There was no further discussion.

Motion to Postpone carried 4-0

ADJOURNMENT

MOTION: Upon a motion made by Developer Representative Timmermann and seconded by Commissioner Small to adjourn the regularly scheduled CIF Advisory Committee at 8:21 p.m. on Wednesday, November 13, 2023.

There was no further discussion.

Motion to Adjourn carried 4-0

APPROVED:

Cresandra Hardeman
Chairperson

ATTEST:

Mandy Miller
Development Services Supervisor

CITY OF MANOR ROADWAY IMPACT FEE CALCULATIONS RECAP/UPDATE

SERVICE UNITS - RECAP

WHAT IS A SERVICE UNIT?

- ❖ FOR ROADWAY IMPACT FEES THE SERVICE UNIT IS A VEHICLE MILE
- ❖ IN ORDER TO DETERMINE THE COST PER SERVICE UNIT, THE ESTIMATED GROWTH IN VEHICLE MILES IN EACH SERVICE AREA NEEDS TO BE CALCULATED FOR A TEN-YEAR PERIOD (2023-2033)
- ❖ ALL CURRENTLY DEVELOPED LAND AND ALL DEVELOPABLE LAND WILL BE CATEGORIZED AS EITHER RESIDENTIAL OR NON-RESIDENTIAL.
- ❖ NON-RESIDENTIAL WILL BE BROKEN INTO THREE (3) CATEGORIES:
 - ❖ RETAIL, SERVICE, AND BASIC

EXISTING VEHICLE MILES

Service Area	Residential Vehicle Miles (Existing)					Nonresidential SF (Existing)			Trans. Demand Factor			Nonresidential Vehicle Miles (Existing)				Total Vehicle Miles (Existing)
	Single Family Units	Trip Rate TDF	Multifamily	Trip Rate TDF	Vehicle Miles	Basic	Service	Retail	Basic	Service	Retail	Basic	Service	Retail	Total	
		0.94		0.51					0.65	1.44	2.24					
1	1519	4.04	1870	2.19	10,232	443,218	1,249,580	457,950	3.9	4.87	4.62	1,729	6,085	2,116	9,930	20,162
2	1845		0		7,454	0	35,000	0				0	162	0	162	7,616
3	1961		0		7,922	0	0	0				0	0	0	0	7,922
TOTALS	5325		1870		25,608	443,218	1,284,580	457,950				1,729	6,247	2,116	10,091	35,700

VEHICLE MILES CALCULATIONS

- ❖ THE VEHICLE MILES FOR RESIDENTIAL ARE CALCULATED BY MULTIPLYING THE TDF FOR EITHER SINGLE-FAMILY OR MULTIFAMILY BY THE NUMBER OF DWELLING UNITS
- ❖ THE NON-RESIDENTIAL VEHICLE MILES WERE CALCULATED BY ESTIMATING THE SQUARE FOOTAGE OF EACH NON-RESIDENTIAL USE AND THEN MULTIPLYING THE TDF BY THE NUMBER OF THOUSAND SQUARE FEET FOR EACH LAND USE.
- ❖ THE RESIDENTIAL AND NON-RESIDENTIAL VEHICLE MILES WERE ADDED TOGETHER TO GET A TOTAL VEHICLE MILES FOR EACH SERVICE AREA.

FUTURE VEHICLE MILES

10-YEAR GROWTH PROJECTIONS	
SERVICE AREA	VEHICLE-MILES
1	17,621
2	11,997
3	13,500

FUTURE VEHICLE MILES

Service Area	Residential Vehicle Miles (Future)					Nonresidential SF (Future)			Trans. Demand Factor			Nonresidential Vehicle Miles (Future)				Total Vehicle Miles (Future)
	Single Family Units	<u>Trip Rate</u> TDF	Multifamily	<u>Trip Rate</u> TDF	Vehicle Miles	Basic	Service	Retail	Basic	Service	Retail	Basic	Service	Retail	Total	
		0.94		0.51					0.65	1.44	2.24					
1	1931	4.04	1000	2.19	9,991	351,470	155,144	1,191,220	3.9	4.87	4.62	1,371	756	5,503	7,630	17,621
2	2529		224		10,708	100,000	50,000	142,000				390	244	656	1,290	11,997
3	1961		0		7,922	250,000	300,000	680,000				975	1,461	3,142	5,578	13,500
TOTALS	6421		1224		28,621	701,470	505,144	2,013,220				2,736	2,460	9,301	14,497	43,118

VEHICLE MILES

❖ THE TOTAL ESTIMATED VEHICLE MILES TO BE ADDED BETWEEN 2023 AND 2033:

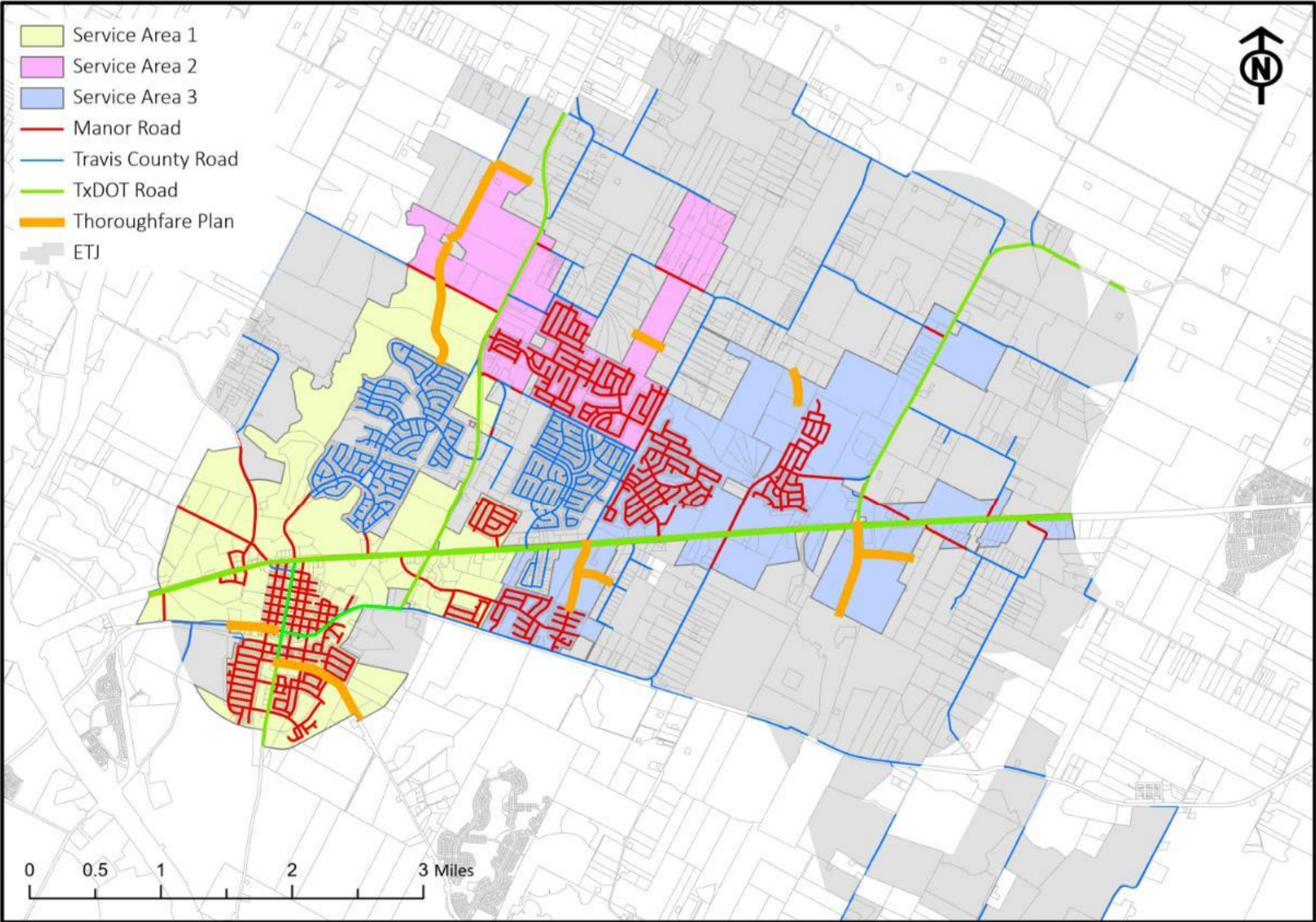
❖ SERVICE AREA 1 = 17,621 MILES

❖ SERVICE AREA 2 = 11,997 MILES

❖ SERVICE AREA 3 = 13,500

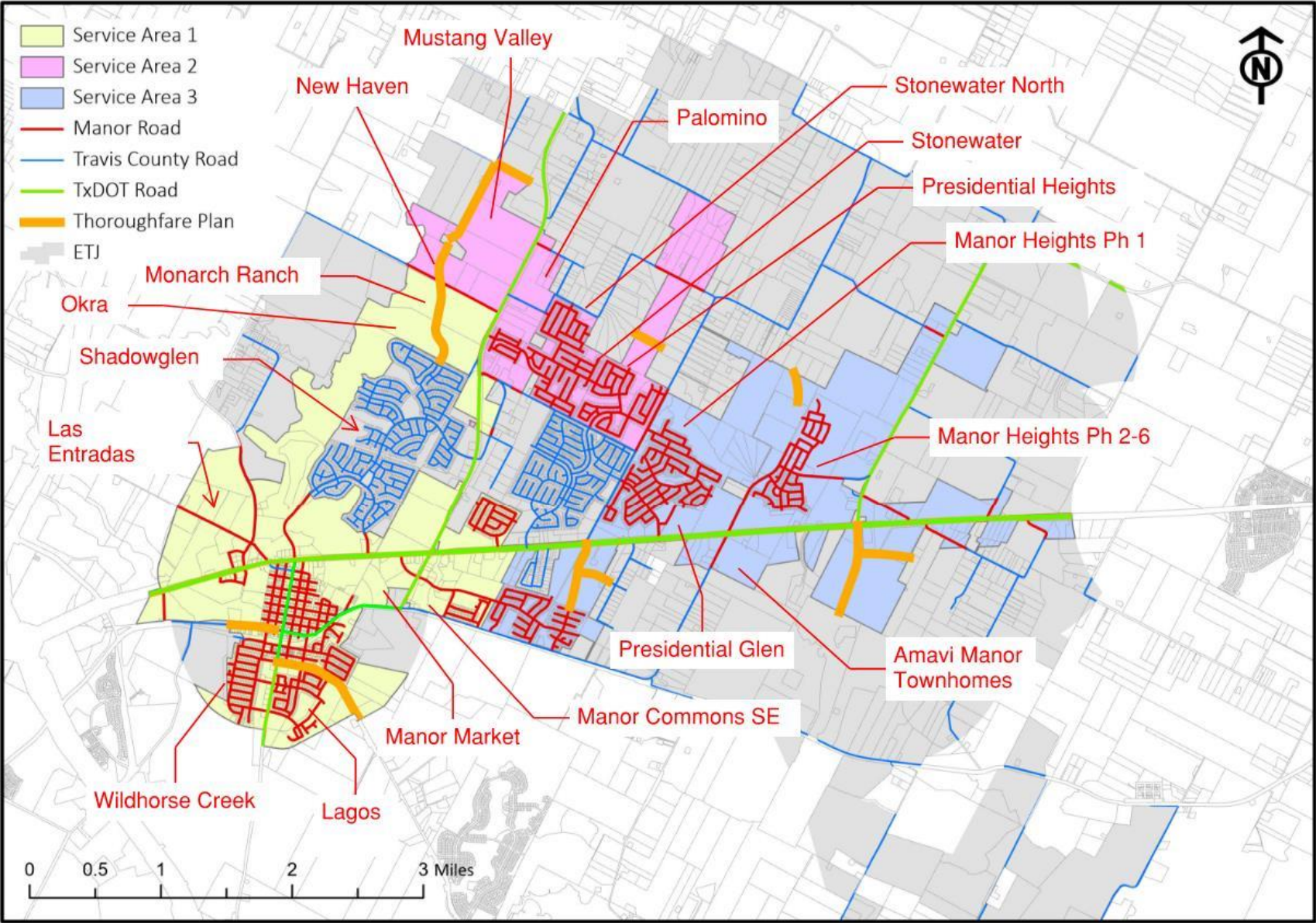
❖ TOTAL MILES ADDED = 43,118 (ALL 3 SERVICE AREAS)

Manor Road Impact Fee Map



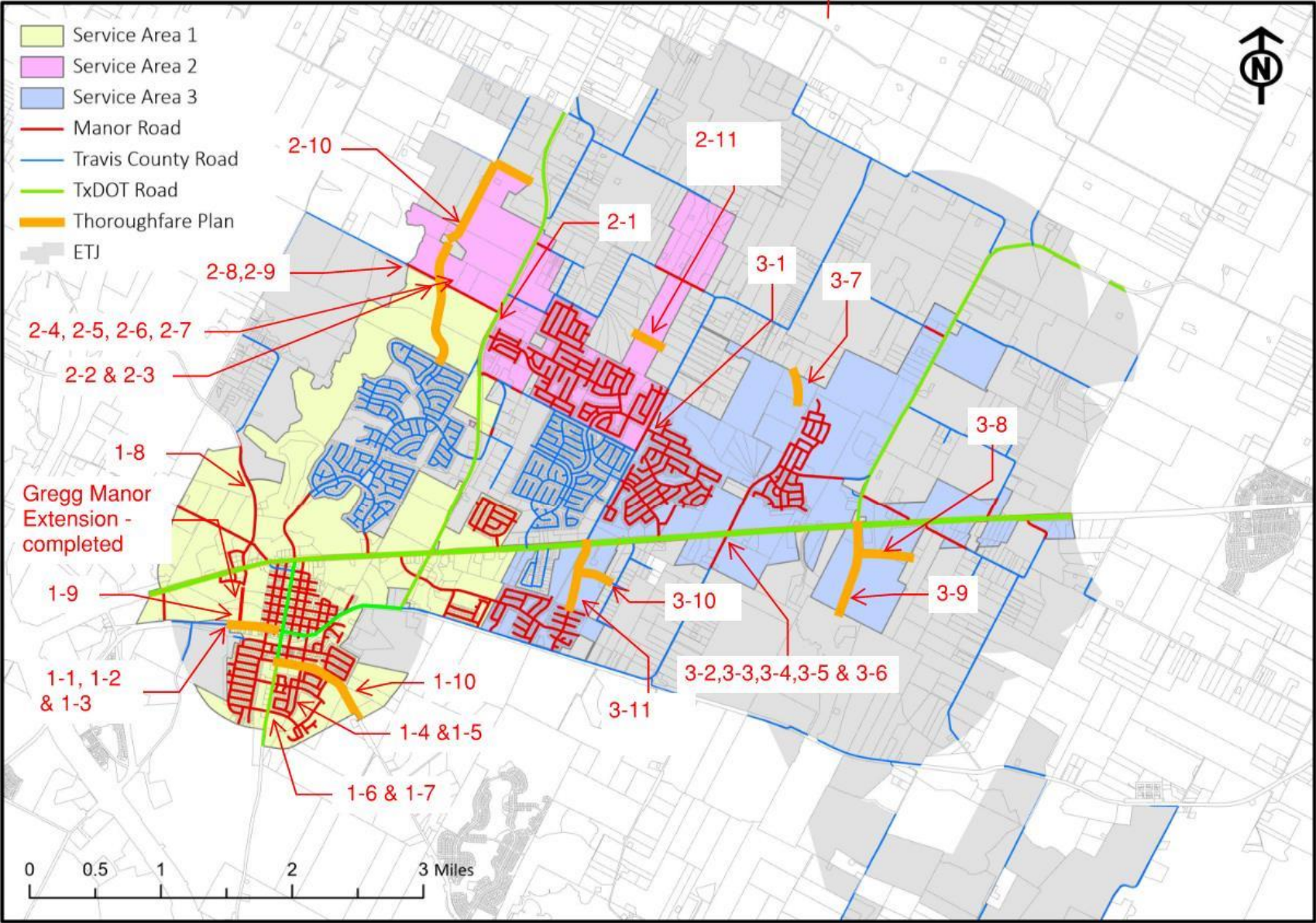
Manor Road Impact Fee Map

Subdivision Locations



Manor Road Impact Fee Map

Project Locations



Capital Improvement Projects for Roadway Impact Fees - Service Area 1

Item 1.

Service Area	Proj. #	Roadway	Project	% in Service Area	Estimated Cost for Portion in Service Area	Project Source (TIA/Thoroughfare Plan)	Notes
1	1-1	West Parsons	Construction of a left turn lane on eastbound approach	100%	\$500,000.00	Las Entradas	
	1-2	West Parsons	Construction of right turn lane on the westbound approach	100%	\$500,000.00	Las Entradas	
	1-3	West Parsons/Gregg Manor	Installation of a traffic signal	100%	\$650,000.00	Las Entradas	
	1-4	LaPoyner/Lexington	NB left turn lane - 100 ft storage & 100 ft of taper	100%	\$200,000.00	Wildhorse Commercial	
	1-5	LaPoyner/ Lexington EB	Restripe approach providing exclusive left and through-righter turn lanes	100%	\$10,000.00	Wildhorse Commercial	
	1-6	Murchison @ FM 973 EB	Restripe approach providing exclusive left and through-righter turn lanes	100%	\$10,000.00	Wildhorse Commercial	
	1-7	Murchison @ FM 973 NB	NB left turn lane - 100 ft storage & 100 ft of taper	100%	\$200,000.00	Wildhorse Commercial	
	1-8	Gregg Manor Road	Expansion to Major Arterial	100%	\$7,000,000.00	Thoroughfare Plan	
	1-9	West Parsons	Expansion to Major Arterial	100%	\$4,000,000.00	Thoroughfare Plan	
	1-10	Blake Manor/Brenham	Expansion to Major Arterial	100%	\$5,500,000.00	Thoroughfare Plan	
	1-11	FM 973/Gregg Lane	Westbound through-receiving lane - 850 feet	40%	\$120,000.00	Thoroughfare Plan	60% in Service Area 2 (2-1)
	1-12	Gregg Ln between FM 973 and driveway 3	Expand roadway cross section	40%	\$680,000.00	Thoroughfare Plan	60% in Service Area 2(2-2)
	1-13	Driveway 3 and Gregg Ln	Add EB right turn bay	40%	\$60,000.00	Thoroughfare Plan	60% in Service Area 2 (2-3)
	1-14	Gregg Ln at Roadway 1	Install 425' eastbound left turn lane	40%	\$58,000.00	Thoroughfare Plan	60% in Service Area 2 (2-4)
	1-15	Gregg Ln at Roadway 1	Install 235' westbound right turn lane	40%	\$58,000.00	Thoroughfare Plan	60% in Service Area 2 (2-5)
	1-16	Gregg Lane at Roadway 2	Install 425' eastbound left turn lane	40%	\$58,000.00	Thoroughfare Plan	60% in Service Area 2 (2-6)
	1-17	Gregg Lane at Commercial Driveway 1	Install 415' westbound right turn lane	40%	\$58,000.00	Thoroughfare Plan	60% in Service Area 2 (2-7)
	1-18	Gregg Lane	Widen to 1-34E from Roadway 1 to FM 973	40%	\$378,000.00	Thoroughfare Plan	60% in Service Area 2 (2-8)
	1-19	Gregg Lane	Expansion to Minor Arterial	40%	\$2,400,000.00	Thoroughfare Plan	60% in Service Area 2 (2-9)
	1-20	Cameron Road	Expansion to Major Arterial	40%	\$3,200,000.00	Thoroughfare Plan	60% in Service Area 2 (2-10)
			Total Cost		\$25,640,000.00		

Capital Improvement Projects for Roadway Impact Fees - Service Area 2							
Service Area	Proj. #	Roadway	Project	% in Service Area	Estimated Cost for Portion in Service Area	Project Source (TIA/Thoroughfare Plan)	Notes
2	2-1	FM 973/Gregg Lane	Westbound through-receiving lane - 850 feet	60%	\$180,000.00	Palomino	40% in Service Area 1
	2-2	Gregg Ln between FM 973 and driveway 3	Expand roadway cross section	60%	\$1,020,000.00	Monarch Ranch	40% in Service Area 1
	2-3	Driveway 3 and Gregg Ln	Add EB right turn bay	60%	\$90,000.00	Monarch Ranch	40% in Service Area 1
	2-4	Gregg Ln at Roadway 1	Install 425' eastbound left turn lane	60%	\$87,000.00	New Haven	40% in Service Area 1
	2-5	Gregg Ln at Roadway 1	Install 235' westbound right turn lane	60%	\$87,000.00	New Haven	40% in Service Area 1
	2-6	Gregg Lane at Roadway 2	Install 425' eastbound left turn lane	60%	\$87,000.00	New Haven	40% in Service Area 1
	2-7	Gregg Lane at Commercial Driveway 1	Install 415' westbound right turn lane	60%	\$87,000.00	New Haven	40% in Service Area 1
	2-8	Gregg Lane	Widen to 1-34E from Roadway 1 to FM 973	60%	\$567,000.00	New Haven	40% in Service Area 1
	2-9	Gregg Lane	Expansion to Minor Arterial	60%	\$6,000,000.00	Thoroughfare Plan	40% in Service Area 1
	2-10	Cameron Road	Expansion to Major Arterial	60%	\$3,600,000.00	Thoroughfare Plan	40% in Service Area 1
	2-11	Johnson Road	Exension - Minor Arterial	100%	\$600,000.00	Thoroughfare Plan	
				Total Cost	\$12,405,000.00		

Capital Improvement Projects for Roadway Impact Fees - Service Area 3							
Service Area	Proj. #	Roadway	Project	% in Service Area	Estimated Cost for Portion in Service Area	Project Source (TIA/Thoroughfare Plan)	Notes
3	3-1	Bois D'arc	Expand roadway by 4' - City Portion	100%	\$700,000.00	Minimax	
	3-2	Old Kimbro Road (SB)	Add 375 LF and 100' Taper SBR Lane	100%	\$125,000.00	Manor Heights	
	3-3	Old Kimbro Road	Install 700' EB Right turn Lane (550' deceleration lane with 150' taper)	100%	\$280,000.00	Amavi	
	3-4	Old Kimbro Road	Extend the existing left turn lane by an additional 750' and a new 150' taper (constructed with residential - 1st Phase)	100%	\$360,000.00	Amavi	
	3-5	Old Kimbro Road	Install 300' NB right turn lane (250' storage + 50' taper)	100%	\$120,000.00	Amavi	
	3-6	Old Kimbro Road	Expansion to Major Arterial	100%	\$8,000,000.00	Thoroughfare Plan	
	3-7	Old Kimbro	Major Arterial	100%	\$750,000.00	Thoroughfare Plan	
	3-8	Voelker Extension	Minor Arterial	100%	\$700,000.00	Thoroughfare Plan	
	3-9	FM 1100 Extension	Minor Arterial	100%	\$1,000,000.00	Thoroughfare Plan	
	3-10	Viking Jack	Street extension - minor arterial	100%	\$750,000.00	Thoroughfare Plan	
	3-11	Bois D'arc Extension	Minor Arterial	100%	\$2,000,000.00	Thoroughfare Plan	
			Total Cost		\$14,785,000.00		

ROADWAY IMPACT FOR EACH SERVICE AREA

- The maximum impact fee allowable in each of the three service areas is calculated by dividing the Roadway Impact Fee CIP Attributable to Growth by the number of vehicle-miles in the corresponding Service Area.
- This calculation is performed for each service area individually; each service area has a stand-alone Roadway Impact Fee CIP and 10-year growth projection.

ROADWAY IMPACT FEES PER SERVICE AREA

- CALCULATIONS = SERVICE AREA IMPROVEMENT COSTS/NUMBER OF VEHICLE MILES ADDED
- SERVICE AREA 1 = $\$25,640,000 / 17621 = \1455.08 per vehicle mile
- SERVICE AREA 2 = $\$12,405,000 / 11997 = \1034.01 per vehicle mile
- SERVICE AREA 3 = $\$14,785,000 / 13500 = \1095.19 per vehicle mile

CALCULATION OF ROADWAY IMPACT FEES

- The calculation of roadway impact fees for new development involves a two-step process. Step one is the calculation of the total number of service units that will be generated by the development. Step two is the calculation of the impact fee due by the new development.

Step 1: Determine number of service units (vehicle-miles) generated by the development using the equivalency table.

$$\begin{array}{ccccc} \text{No. of Development} & & \times & \text{Vehicle-miles} & = & \text{Development's} \\ \text{Units} & & & \text{per development unit} & & \text{Vehicle-miles} \end{array}$$

Step 2: Calculate the impact fee based on the fee per service unit for the service area where the development is located.

$$\begin{array}{ccccc} \text{Development's} & & \times & \text{Fee per} & = & \text{Impact Fee due} \\ \text{Vehicle-miles} & & & \text{vehicle-mile} & & \text{from Development} \end{array}$$

CALCULATION EXAMPLES

- SERVICE AREA 1 HAS A COST PER VEHICLE MILE OF \$1455.08

Single-Family Dwelling:

500 dwelling units x 4.3 vehicle-miles/dwelling unit = 2150 vehicle-miles
2150 vehicle-miles x \$1455.08/vehicle-mile = \$727,540

20,000 square foot (s.f.) Office Building:

20 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 78 vehicle-miles
78 vehicle-miles x \$1455.08 /vehicle-mile = \$113,496.24

CALCULATION EXAMPLES

50,000 s.f. Retail Center:

$50 \text{ (1,000 s.f. units)} \times 3.9 \text{ vehicle-miles/1,000 s.f. units} = 195 \text{ vehicle-miles}$

$195 \text{ vehicle-miles} \times \$1455.08 \text{ /vehicle-mile} = \$283,740.60$

100,000 s.f. Industrial Development:

$100 \text{ (1,000 s.f. units)} \times 3.8 \text{ vehicle-miles/1,000 s.f. units} = 380 \text{ vehicle-miles}$

$380 \text{ vehicle-miles} \times \$1455.08 \text{ /vehicle-mile} = \$552,930.40$

CALCULATION EXAMPLES

- SERVICE AREA 2 HAS A COST PER VEHICLE MILE OF \$ 1034.01
- Single-Family Dwelling:
500 dwelling units x 4.3 vehicle-miles/dwelling unit = 2150 vehicle-miles
2150 vehicle-miles x \$1034.01 /vehicle-mile = \$2,223,121.50

20,000 square foot (s.f.) Office Building:

20 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 78 vehicle-miles
78 vehicle-miles x \$1034.01/vehicle-mile = \$80,652.78

CALCULATION EXAMPLES

50,000 s.f. Retail Center:

$50 (1,000 \text{ s.f. units}) \times 3.9 \text{ vehicle-miles}/1,000 \text{ s.f. units} = 195 \text{ vehicle-miles}$

$195 \text{ vehicle-miles} \times \$1034.01 / \text{vehicle-mile} = \$201,631.95$

100,000 s.f. Industrial Development:

$100 (1,000 \text{ s.f. units}) \times 3.8 \text{ vehicle-miles}/1,000 \text{ s.f. units} = 380 \text{ vehicle-miles}$

$380 \text{ vehicle-miles} \times \$1034.01 / \text{vehicle-mile} = \$392,923.80$

CALCULATION EXAMPLES

- SERVICE AREA 3 HAS A COST PER VEHICLE MILE OF \$ 1095.19

- Single-Family Dwelling:

500 dwelling units x 4.3 vehicle-miles/dwelling unit = 2150 vehicle-miles

2150 vehicle-miles x \$1095.19 /vehicle-mile = \$2,354,658.50

20,000 square foot (s.f.) Office Building:

20 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 78 vehicle-miles

78 vehicle-miles x \$1095.19 /vehicle-mile = \$85,424.82

CALCULATION EXAMPLES

50,000 s.f. Retail Center:

$50 (1,000 \text{ s.f. units}) \times 3.9 \text{ vehicle-miles}/1,000 \text{ s.f. units} = 195 \text{ vehicle-miles}$

$195 \text{ vehicle-miles} \times \$1095.19 / \text{vehicle-mile} = \$213,562.05$

100,000 s.f. Industrial Development:

$100 (1,000 \text{ s.f. units}) \times 3.8 \text{ vehicle-miles}/1,000 \text{ s.f. units} = 380 \text{ vehicle-miles}$

$380 \text{ vehicle-miles} \times \$1095.19 / \text{vehicle-mile} = \$416,172.20$

COMPARISON OF ROADWAY IMPACT FEES

City of Manor Roadway Impact Fees Impact Fee Comparison Chart -October 2023	
City	Roadway Impact Fee
Austin	High = \$5742, Low = \$1472
Bastrop	Working on fees currently
Bartlett	Nothing at this time
Belton	Impact Fees do not seem appropriate, timely, or an affordable process for the community at this time, and would discourage development.
Buda	
Elgin	
Florence	
Georgetown	High = \$4577, Low = \$1247
Harker Heights	Nothing at this time
Holland	Nothing at this time
Jarrell	Nothing at this time
Kyle	Nothing at this time
Liberty Hill	Nothing at this time
Leander	High = \$2179, Low = \$287
Manor	Nothing at this time
Pflugerville	High = \$3156, Low = \$1590
Round Rock	Increases over three years - set fee based on residential or non-residential - currently \$1,130 per residential service unit and \$628 per non-residential service unit
Salado	
Taylor	Just updated - High = \$1,500, Low = \$710*
Temple	Nothing at this time
Troy	Nothing at this time
Waco	Varies by service area and land use

*Taylor has 3 service areas - Area 1 - \$1500/service unit, Area 2 - \$710/service unit, Area 3 - \$710/service unit

CITY OF TAYLOR ROADWAY IMPACT FEES

- Taylor recently updated their roadway impact fees.
- Taylor set the effective fees at:
 - Service Area 1 - \$1,500/Service Unit
 - Service Area 2 - \$710/Service Unit
 - Service Area 3 - \$710/Service Unit
- The maximum allowable calculated fees were:
 - Service Area 1 - \$7,988/Service Unit
 - Service Area 2 - \$1,847/Service Unit
 - Service Area 3 - \$710/Service Unit

**City of Manor
Roadway Impact Fees
Impact Fee Comparison Chart -October 2023**

City	Roadway Impact Fee
Austin	High = \$5742, Low = \$1472
Bastrop	Working on fees currently
Bartlett	Nothing at this time
Belton	Impact Fees do not seem appropriate, timely, or an affordable process for the community at this time, and would discourage development.
Buda	Nothing at this time
Elgin	Nothing at this time
Florence	Nothing at this time
Georgetown	High = \$4577, Low = \$1247
Harker Heights	Nothing at this time
Holland	Nothing at this time
Jarrell	Nothing at this time
Kyle	Nothing at this time
Liberty Hill	Nothing at this time
Leander	High = \$2179, Low = \$287
Manor	Nothing at this time
Pflugerville	High = \$3156, Low = \$1590
Round Rock	Increases over three years - set fee based on residential or non-residential - currently \$1,130 per residential service unit and \$628 per non-residential service unit
Salado	Nothing at this time
Taylor	Just updated - High = \$1,500, Low = \$710*
Temple	Nothing at this time
Troy	Nothing at this time
Waco	Varies by service area and land use
*Taylor has 3 service areas - Area 1 - \$1500/service unit, Area 2 - \$710/service unit, Area 3 - \$710/service unit	



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: January 10, 2024
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on discussion on Roadway Impact Fee calculations and other options for funding improvements.

BACKGROUND/SUMMARY:

Discussing preliminary calculation for impact fees for service areas 1, 2, and 3 based on approved TIAs and adding in projects listed in the Thoroughfare Plan. These projects have been provided to show how these projects would affect the service area impact fees.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Roadway Impact Fee PowerPoint Presentation

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Community Impact Fee Advisory Committee discuss the Roadway Impact Fee Calculations and other options for financing improvements.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

CITY OF MANOR ROADWAY impact fee

Roadway impact fee background

- Roadway Impact fees are one-time fees.
- They typically are assessed at plat recordation stage of the development process
- They are typically paid at the building permit stage of the development process
- Roadway impact fees are used to recover costs associated with roadway infrastructure that will be needed to serve future development in the City
- Roadway impact fees are governed by Chapter 395 of the Texas Local Government Code;
- Impact fees were established in Texas in 1987 •
- Water, Wastewater, Roadway, and Drainage impact fees allowed in Texas
- Manor already has water and wastewater impact fees

Service Units - recap

WHAT IS A SERVICE UNIT?

- ❖ FOR ROADWAY IMPACT FEES THE SERVICE UNIT IS A VEHICLE MILE, NOT LUES
- ❖ IN ORDER TO DETERMINE THE COST PER SERVICE UNIT, THE ESTIMATED GROWTH IN VEHICLE MILES IN EACH SERVICE AREA NEEDS TO BE CALCULATED FOR A TEN-YEAR PERIOD (2023-2033)
- ❖ ALL CURRENTLY DEVELOPED LAND AND ALL DEVELOPABLE LAND WILL BE CATEGORIZED AS EITHER RESIDENTIAL OR NON-RESIDENTIAL.
- ❖ NON-RESIDENTIAL WILL BE BROKEN INTO THREE (3) CATEGORIES:
 - ❖ RETAIL, SERVICE, AND BASIC

Service areas

- Currently three service areas are proposed for Manor.
- A service area is limited to a maximum six-mile trip length.
- Roadway impact fees differ from water and wastewater fees.
Roadway impact fees are required to be used in the service area where the fee is assessed, whereas, for water and wastewater, those fees can be used for citywide projects.

Existing vehicle miles

Service Area	Residential Vehicle Miles (Existing)					Nonresidential SF (Existing)			Trans. Demand Factor			Nonresidential Vehicle Miles (Existing)				Total Vehicle Miles (Existing)
	Single Family Units	Trip Rate TDF	Multifamily	Trip Rate TDF	Vehicle Miles	Basic	Service	Retail	Basic	Service	Retail	Basic	Service	Retail	Total	
		0.94		0.51					0.65	1.44	2.24					
1	1519	4.04	1870	2.19	10,232	443,218	1,249,580	457,950	3.9	4.87	4.62	1,729	6,085	2,116	9,930	20,162
2	1845		0		7,454	0	35,000	0				0	162	0	162	7,616
3	1961		0		7,922	0	0	0				0	0	0	0	7,922
TOTALS	5325		1870		25,608	443,218	1,284,580	457,950				1,729	6,247	2,116	10,091	35,700

Vehicle miles calculations

- ❖ THE VEHICLE MILES FOR RESIDENTIAL ARE CALCULATED BY MULTIPLYING THE TDF FOR EITHER SINGLE-FAMILY OR MULTIFAMILY BY THE NUMBER OF DWELLING UNITS
- ❖ THE NON-RESIDENTIAL VEHICLE MILES WERE CALCULATED BY ESTIMATING THE SQUARE FOOTAGE OF EACH NON-RESIDENTIAL USE AND THEN MULTIPLYING THE TDF BY THE NUMBER OF THOUSAND SQUARE FEET FOR EACH LAND USE.
- ❖ THE RESIDENTIAL AND NON-RESIDENTIAL VEHICLE MILES WERE ADDED TOGETHER TO GET A TOTAL VEHICLE MILES FOR EACH SERVICE AREA.

Future vehicle miles

10-YEAR GROWTH PROJECTIONS	
SERVICE AREA	VEHICLE-MILES
1	17,621
2	11,997
3	13,500

Future vehicle miles

Service Area	Residential Vehicle Miles (Future)					Nonresidential SF (Future)			Trans. Demand Factor			Nonresidential Vehicle Miles (Future)				Total Vehicle Miles (Future)
	Single Family Units	<u>Trip Rate</u> TDF	Multifamily	<u>Trip Rate</u> TDF	Vehicle Miles	Basic	Service	Retail	Basic	Service	Retail	Basic	Service	Retail	Total	
		0.94		0.51					0.65	1.44	2.24					
1	1931	4.04	1000	2.19	9,991	351,470	155,144	1,191,220	3.9	4.87	4.62	1,371	756	5,503	7,630	17,621
2	2529		224		10,708	100,000	50,000	142,000				390	244	656	1,290	11,997
3	1961		0		7,922	250,000	300,000	680,000				975	1,461	3,142	5,578	13,500
TOTALS	6421		1224		28,621	701,470	505,144	2,013,220				2,736	2,460	9,301	14,497	43,118

Vehicle miles

❖ THE TOTAL ESTIMATED VEHICLE MILES TO BE ADDED BETWEEN 2023 AND 2033:

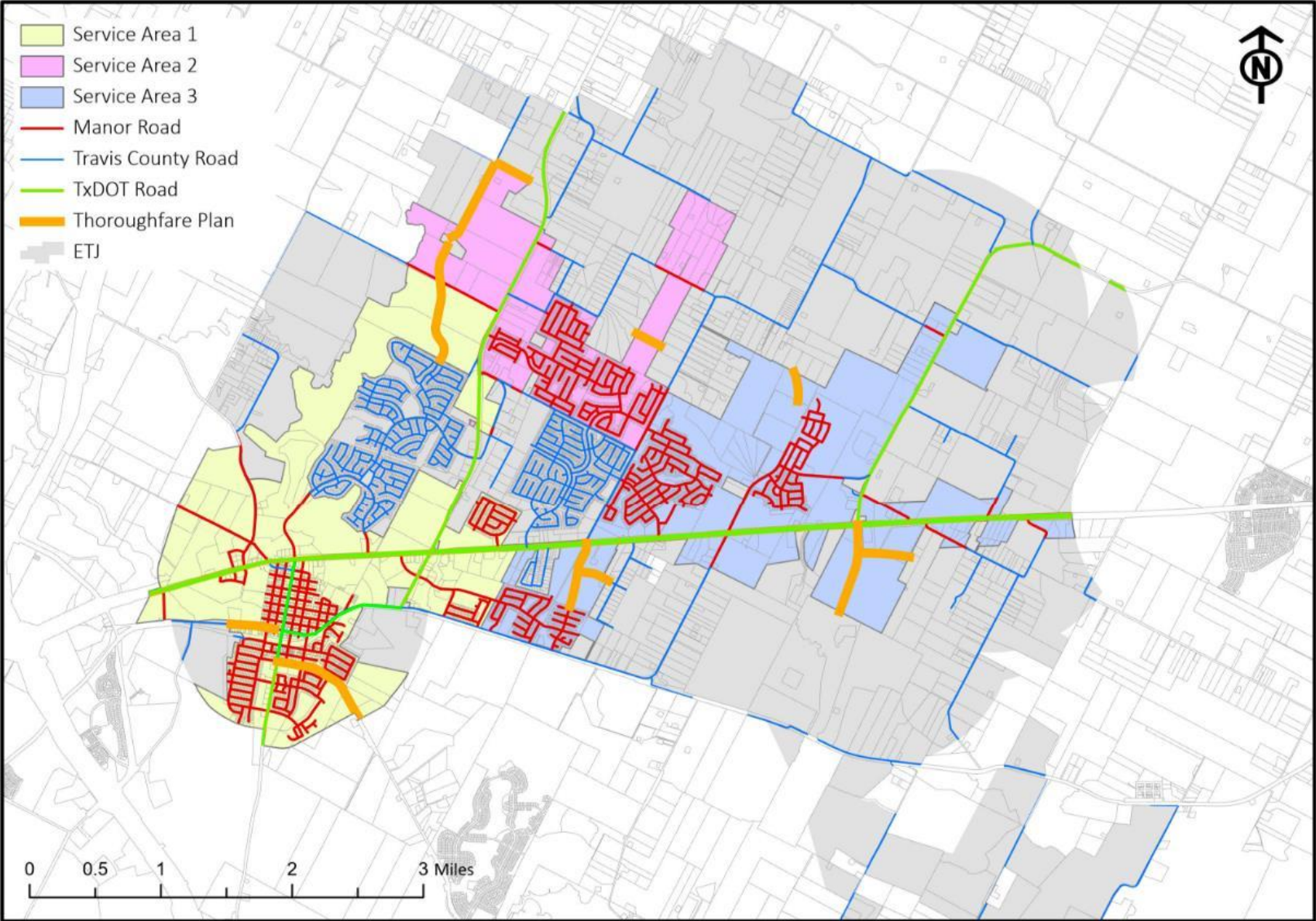
❖ SERVICE AREA 1 = 17,621 MILES

❖ SERVICE AREA 2 = 11,997 MILES

❖ SERVICE AREA 3 = 13,500

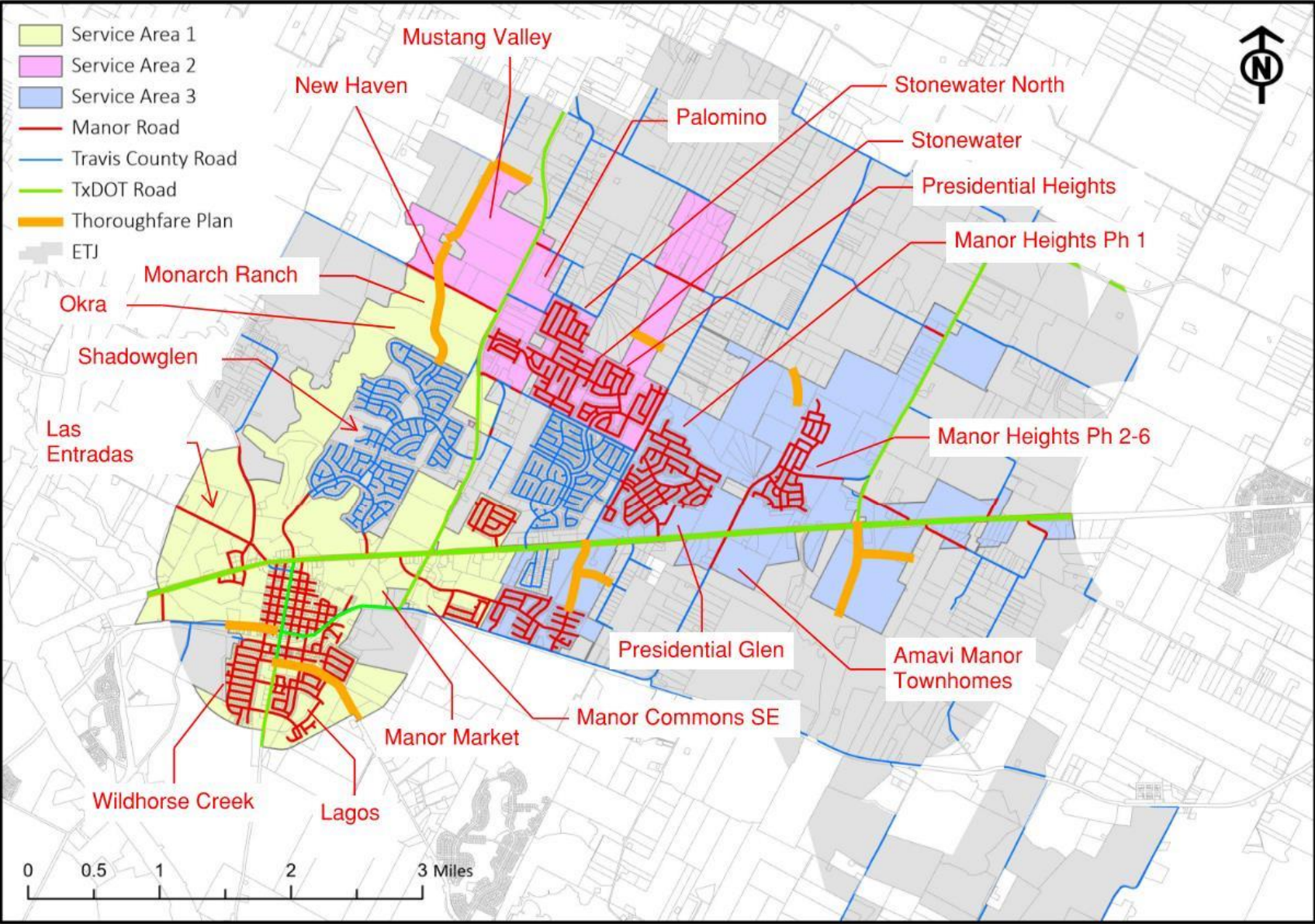
❖ TOTAL MILES ADDED = 43,118 (ALL 3 SERVICE AREAS)

Manor Road Impact Fee Map



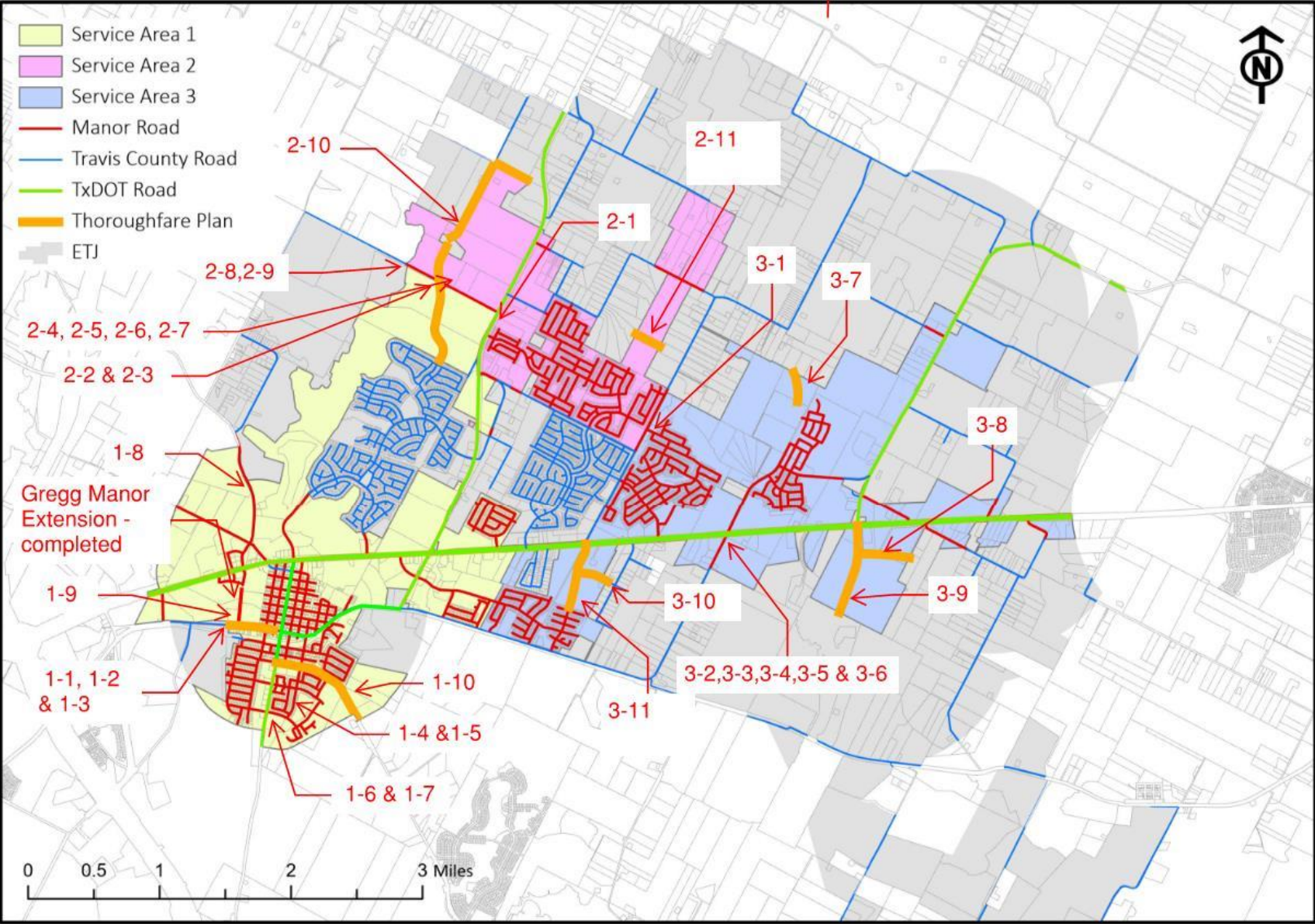
Manor Road Impact Fee Map

Subdivision Locations



Manor Road Impact Fee Map

Project Locations



Capital Improvement Projects for Roadway Impact Fees - Service Area 1							
Service Area	Proj. #	Roadway	Project	% in Service Area	Estimated Cost for Portion in Service Area	Project Source (TIA/Thoroughfare Plan)	Notes
1	1-1	West Parsons	Construction of a left turn lane on eastbound approach	100%	\$500,000.00	Las Entradas	
	1-2	West Parsons	Construction of right turn lane on the westbound approach	100%	\$500,000.00	Las Entradas	
	1-3	West Parsons/Gregg Manor	Installation of a traffic signal	100%	\$650,000.00	Las Entradas	
	1-4	LaPoyner/Lexington	NB left turn lane - 100 ft storage & 100 ft of taper	100%	\$200,000.00	Wildhorse Commercial	
	1-5	LaPoyner/ Lexington EB	Restripe approach providing exclusive left and through-righter turn lanes	100%	\$10,000.00	Wildhorse Commercial	
	1-6	Murchison @ FM 973 EB	Restripe approach providing exclusive left and through-righter turn lanes	100%	\$10,000.00	Wildhorse Commercial	
	1-7	Murchison @ FM 973 NB	NB left turn lane - 100 ft storage & 100 ft of taper	100%	\$200,000.00	Wildhorse Commercial	
	1-8	Gregg Manor Road	Expansion to Major Arterial	100%	\$7,000,000.00	Thoroughfare Plan	
	1-9	West Parsons	Expansion to Major Arterial	100%	\$4,000,000.00	Thoroughfare Plan	
	1-10	Blake Manor/Brenham	Expansion to Major Arterial	100%	\$5,500,000.00	Thoroughfare Plan	
	1-11	FM 973/Gregg Lane	Westbound through-receiving lane - 850 feet	40%	\$120,000.00	Thoroughfare Plan	60% in Service Area 2 (2-1)
	1-12	Gregg Ln between FM 973 and driveway 3	Expand roadway cross section	40%	\$680,000.00	Thoroughfare Plan	60% in Service Area 2(2-2)
	1-13	Driveway 3 and Gregg Ln	Add EB right turn bay	40%	\$60,000.00	Thoroughfare Plan	60% in Service Area 2 (2-3)
	1-14	Gregg Ln at Roadway 1	Install 425' eastbound left turn lane	40%	\$58,000.00	Thoroughfare Plan	60% in Service Area 2 (2-4)
	1-15	Gregg Ln at Roadway 1	Install 235' westbound right turn lane	40%	\$58,000.00	Thoroughfare Plan	60% in Service Area 2 (2-5)
	1-16	Gregg Lane at Roadway 2	Install 425' eastbound left turn lane	40%	\$58,000.00	Thoroughfare Plan	60% in Service Area 2 (2-6)
	1-17	Gregg Lane at Commercial Driveway 1	Install 415' westbound right turn lane	40%	\$58,000.00	Thoroughfare Plan	60% in Service Area 2 (2-7)
	1-18	Gregg Lane	Widen to 1-34E from Roadway 1 to FM 973	40%	\$378,000.00	Thoroughfare Plan	60% in Service Area 2 (2-8)
	1-19	Gregg Lane	Expansion to Minor Arterial	40%	\$2,400,000.00	Thoroughfare Plan	60% in Service Area 2 (2-9)
	1-20	Cameron Road	Expansion to Major Arterial	40%	\$3,200,000.00	Thoroughfare Plan	60% in Service Area 2 (2-10)
				Total Cost	\$25,640,000.00		

Capital Improvement Projects for Roadway Impact Fees - Service Area 2							
Service Area	Proj. #	Roadway	Project	% in Service Area	Estimated Cost for Portion in Service Area	Project Source (TIA/Thoroughfare Plan)	Notes
2	2-1	FM 973/Gregg Lane	Westbound through-receiving lane - 850 feet	60%	\$180,000.00	Palomino	40% in Service Area 1
	2-2	Gregg Ln between FM 973 and driveway 3	Expand roadway cross section	60%	\$1,020,000.00	Monarch Ranch	40% in Service Area 1
	2-3	Driveway 3 and Gregg Ln	Add EB right turn bay	60%	\$90,000.00	Monarch Ranch	40% in Service Area 1
	2-4	Gregg Ln at Roadway 1	Install 425' eastbound left turn lane	60%	\$87,000.00	New Haven	40% in Service Area 1
	2-5	Gregg Ln at Roadway 1	Install 235' westbound right turn lane	60%	\$87,000.00	New Haven	40% in Service Area 1
	2-6	Gregg Lane at Roadway 2	Install 425' eastbound left turn lane	60%	\$87,000.00	New Haven	40% in Service Area 1
	2-7	Gregg Lane at Commercial Driveway 1	Install 415' westbound right turn lane	60%	\$87,000.00	New Haven	40% in Service Area 1
	2-8	Gregg Lane	Widen to 1-34E from Roadway 1 to FM 973	60%	\$567,000.00	New Haven	40% in Service Area 1
	2-9	Gregg Lane	Expansion to Minor Arterial	60%	\$6,000,000.00	Thoroughfare Plan	40% in Service Area 1
	2-10	Cameron Road	Expansion to Major Arterial	60%	\$3,600,000.00	Thoroughfare Plan	40% in Service Area 1
	2-11	Johnson Road	Exension - Minor Arterial	100%	\$600,000.00	Thoroughfare Plan	
				Total Cost	\$12,405,000.00		

Capital Improvement Projects for Roadway Impact Fees - Service Area 3							
Service Area	Proj. #	Roadway	Project	% in Service Area	Estimated Cost for Portion in Service Area	Project Source (TIA/Thoroughfare Plan)	Notes
3	3-1	Bois D'arc	Expand roadway by 4' - City Portion	100%	\$700,000.00	Minimax	
	3-2	Old Kimbro Road (SB)	Add 375 LF and 100' Taper SBR Lane	100%	\$125,000.00	Manor Heights	
	3-3	Old Kimbro Road	Install 700' EB Right turn Lane (550' deceleration lane with 150' taper)	100%	\$280,000.00	Amavi	
	3-4	Old Kimbro Road	Extend the existing left turn lane by an additional 750' and a new 150' taper (constructed with residential - 1st Phase)	100%	\$360,000.00	Amavi	
	3-5	Old Kimbro Road	Install 300' NB right turn lane (250' storage + 50' taper)	100%	\$120,000.00	Amavi	
	3-6	Old Kimbro Road	Expansion to Major Arterial	100%	\$8,000,000.00	Thoroughfare Plan	
	3-7	Old Kimbro	Major Arterial	100%	\$750,000.00	Thoroughfare Plan	
	3-8	Voelker Extension	Minor Arterial	100%	\$700,000.00	Thoroughfare Plan	
	3-9	FM 1100 Extension	Minor Arterial	100%	\$1,000,000.00	Thoroughfare Plan	
	3-10	Viking Jack	Street extension - minor arterial	100%	\$750,000.00	Thoroughfare Plan	
	3-11	Bois D'arc Extension	Minor Arterial	100%	\$2,000,000.00	Thoroughfare Plan	
				Total Cost	\$14,785,000.00		

Roadway impact for each service area

- The maximum impact fee allowable in each of the three service areas is calculated by dividing the Roadway Impact Fee CIP Attributable to Growth by the number of vehicle-miles in the corresponding Service Area.
- This calculation is performed for each service area individually; each service area has a stand-alone Roadway Impact Fee CIP and 10-year growth projection.

Roadway impact fees per service area

- CALCULATIONS = SERVICE AREA IMPROVEMENT COSTS/NUMBER OF VEHICLE MILES ADDED
- SERVICE AREA 1 = $\$25,640,000/17621 = \1455.08 per vehicle mile
- SERVICE AREA 2 = $\$12,405,000/11997 = \1034.01 per vehicle mile
- SERVICE AREA 3 = $\$14,785,000/13500 = \1095.19 per vehicle mile

Roadway impact fees per service area

- SERVICE AREA 1- Max Impact fee: \$1455.08 per vehicle mile
- SERVICE AREA 1 – 50% Impact fee: \$727.54 per vehicle mile
- SERVICE AREA 2 – Max Impact fee: \$1034.01 per vehicle mile
- SERVICE AREA 2 – 50% Impact fee: \$517.01per vehicle mile
- SERVICE AREA 3 - Max Impact fee: \$1095.19 per vehicle mile
- SERVICE AREA 3 – 50% Impact fee: \$547.60 per vehicle mile

CALCULATION OF ROADWAY IMPACT FEES

- The calculation of roadway impact fees for new development involves a two-step process. Step one is the calculation of the total number of service units that will be generated by the development. Step two is the calculation of the impact fee due by the new development.

Step 1: Determine number of service units (vehicle-miles) generated by the development using the equivalency table.

$$\begin{array}{ccccc} \text{No. of Development} & & \text{x} & & \text{Vehicle-miles} & = & \text{Development's} \\ \text{Units} & & & & \text{per development unit} & & \text{Vehicle-miles} \end{array}$$

Step 2: Calculate the impact fee based on the fee per service unit for the service area where the development is located.

$$\begin{array}{ccccc} \text{Development's} & & \text{x} & & \text{Fee per} & & = & & \text{Impact Fee due} \\ \text{Vehicle-miles} & & & & \text{vehicle-mile} & & & & \text{from Development} \end{array}$$

CALCULATION EXAMPLES

- SERVICE AREA 1 HAS A MAXIMUM COST PER VEHICLE MILE OF \$1455.08

Single-Family Dwelling:

500 dwelling units x 4.3 vehicle-miles/dwelling unit = 2150 vehicle-miles
2150 vehicle-miles x \$1455.08/vehicle-mile = \$3,128,422

20,000 square foot (s.f.) Office Building:

20 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 78 vehicle-miles
78 vehicle-miles x \$1455.08 /vehicle-mile = \$113,496.24

CALCULATION EXAMPLES

- SERVICE AREA 1 - 50% FEE PER VEHICLE MILE OF \$727.54

Single-Family Dwelling:

500 dwelling units x 4.3 vehicle-miles/dwelling unit = 2150 vehicle-miles
2150 vehicle-miles x \$727.54/vehicle-mile = \$1,564,211

20,000 square foot (s.f.) Office Building:

20 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 78 vehicle-miles
78 vehicle-miles x \$727.54 /vehicle-mile = \$56,748.12

CALCULATION EXAMPLES

50,000 s.f. Retail Center – Maximum Fee:

50 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 195 vehicle-miles

195 vehicle-miles x \$1455.08 /vehicle-mile = \$283,740.60

100,000 s.f. Industrial Development – Maximum Fee:

100 (1,000 s.f. units) x 3.8 vehicle-miles/1,000 s.f. units = 380 vehicle-miles

380 vehicle-miles x \$1455.08 /vehicle-mile = \$552,930.40

CALCULATION EXAMPLES

50,000 s.f. Retail Center – 50% Fee:

50 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 195 vehicle-miles

195 vehicle-miles x \$727.54 /vehicle-mile = \$141,870.30

100,000 s.f. Industrial Development – 50% Fee:

100 (1,000 s.f. units) x 3.8 vehicle-miles/1,000 s.f. units = 380 vehicle-miles

380 vehicle-miles x \$727.54 /vehicle-mile = \$276,465.20

CALCULATION EXAMPLES

- SERVICE AREA 2 - MAXIMUM COST PER VEHICLE MILE OF \$ 1034.01
- Single-Family Dwelling:
500 dwelling units x 4.3 vehicle-miles/dwelling unit = 2150 vehicle-miles
2150 vehicle-miles x \$1034.01 /vehicle-mile = \$2,223,121.50

20,000 square foot (s.f.) Office Building:

20 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 78 vehicle-miles
78 vehicle-miles x \$1034.01/vehicle-mile = \$80,652.78

CALCULATION EXAMPLES

- SERVICE AREA 2 - 50% FEE PER VEHICLE MILE OF \$517.01

- Single-Family Dwelling:

500 dwelling units x 4.3 vehicle-miles/dwelling unit = 2150 vehicle-miles

2150 vehicle-miles x \$517.01 /vehicle-mile = \$1,111,571.50

20,000 square foot (s.f.) Office Building:

20 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 78 vehicle-miles

78 vehicle-miles x \$517.01/vehicle-mile = \$40,326.78

CALCULATION EXAMPLES

50,000 s.f. Retail Center –MAXIMUM FEE:

50 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 195 vehicle-miles

195 vehicle-miles x \$1034.01 /vehicle-mile = \$201,631.95

100,000 s.f. Industrial Development – MAXIMUM FEE:

100 (1,000 s.f. units) x 3.8 vehicle-miles/1,000 s.f. units = 380 vehicle-miles

380 vehicle-miles x \$1034.01 /vehicle-mile = \$392,923.80

CALCULATION EXAMPLES

50,000 s.f. Retail Center – 50% FEE:

50 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 195 vehicle-miles

195 vehicle-miles x \$517.01/vehicle-mile = \$100,815.98

100,000 s.f. Industrial Development – 50% FEE:

100 (1,000 s.f. units) x 3.8 vehicle-miles/1,000 s.f. units = 380 vehicle-miles

380 vehicle-miles x \$517.01 /vehicle-mile = \$196,463.80

CALCULATION EXAMPLES

- SERVICE AREA 3 HAS A MAXIMUM FEE OF \$ 1095.19

- Single-Family Dwelling:

500 dwelling units x 4.3 vehicle-miles/dwelling unit = 2150 vehicle-miles

2150 vehicle-miles x \$1095.19 /vehicle-mile = \$2,354,658.50

20,000 square foot (s.f.) Office Building:

20 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 78 vehicle-miles

78 vehicle-miles x \$1095.19 /vehicle-mile = \$85,424.82

CALCULATION EXAMPLES

- SERVICE AREA 3 50% FEE OF \$ 547.60

- Single-Family Dwelling:

500 dwelling units x 4.3 vehicle-miles/dwelling unit = 2150 vehicle-miles

2150 vehicle-miles x \$547.60 /vehicle-mile = \$1,177,340.00

20,000 square foot (s.f.) Office Building:

20 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 78 vehicle-miles

78 vehicle-miles x \$547.60 /vehicle-mile = \$42,712.80

CALCULATION EXAMPLES

50,000 s.f. Retail Center – MAX FEE:

50 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 195 vehicle-miles

195 vehicle-miles x \$1095.19 /vehicle-mile = \$213,562.05

100,000 s.f. Industrial Development – MAX FEE:

100 (1,000 s.f. units) x 3.8 vehicle-miles/1,000 s.f. units = 380 vehicle-miles

380 vehicle-miles x \$1095.19 /vehicle-mile = \$416,172.20

CALCULATION EXAMPLES

50,000 s.f. Retail Center – 50% FEE:

50 (1,000 s.f. units) x 3.9 vehicle-miles/1,000 s.f. units = 195 vehicle-miles

195 vehicle-miles x \$547.60 /vehicle-mile = \$106,782.00

100,000 s.f. Industrial Development – 50% FEE:

100 (1,000 s.f. units) x 3.8 vehicle-miles/1,000 s.f. units = 380 vehicle-miles

380 vehicle-miles x \$547.60 /vehicle-mile = \$208,088.00

Roadway improvements fees

We want to be sure that what is used is:

- Equitable - equal development should pay an equal fee
- Flexible; funds collected need to be used to add capacity to the system, not sit in a bank or in a location where they aren't needed
- Legal; compliant with Texas Codes
- Consistent with the City's overall goals and objectives for growth – Comprehensive Plan
- Improve existing infrastructure to address traffic issues/concerns

Maximum assessable impact fee determination - financing

- An impact fee determination method using financing would need to be developed by a subcontractor for GBA.
- This option would require additional Advisory Committee meetings.
- NewGen Strategies and Solutions, LLC has developed a financial-based model, which fully recognizes the requirements of Chapter 395, including the recognition of cash and/or debt financing, interest earnings, fund balances, and applicable credits associated with the use of ad valorem taxes for other Central Texas cities.

Maximum assessable impact fee determination – financial BASED MODEL

- In developing the components of the financial model to be used to set maximum roadway impact fee amounts, the model would need to include the recognition of cash and/or debt financing, interest earnings, fund balances, and applicable credits associated with the use of ad valorem taxes.

Financial model impact fees

- In order to develop impact fees using the components of the financial model several assumptions must be made, including the following:
 - Financing
 - Timing and Level of Expenditures and Revenues
 - Interest Earnings
 - Annual Vehicle Mile Growth
 - Portion of Ad Valorem Tax Revenue Used to Fund Impact Fee Roadway Improvements

financing

- The following would be needed to use a Financing Method:
 - Financing (i.e. cash or debt financing)
 - The level of financing (e.g. 100% debt)
 - Cost of financing
 - Debt repayment structure

financing

- Once the cost of capacity added that is attributable to growth is determined, it must then be decided how the cost will be financed: cash and/or debt.
- For any previously funded projects, whether partially funded or in full, actual costs of capital should be included. It is assumed that the City will debt finance 100% of the future project costs.
- For debt financing, the cost of financing is typically a 20-year term.

financing

- Because debt is typically issued over 20-year terms and roadway impact fees developed herein are over a 10-year period, sufficient fund balance must be generated to meet the future debt service obligations. Because of the generation of the fund balance, excess monies will be available for interest earnings. The interest-earned funds can only be used for projects listed in the CIP.

Chapter 395

- Chapter 395 requires a plan for awarding either a credit for the portion of ad valorem tax and/or utility service revenues generated by new vehicle miles during the program period that are used for payment of improvements that are included in the Roadway Impact Fee CIP.
- As an alternative, a credit equal to 50% of the total cost of implementing the Roadway Impact Fee CIP may be used.
- This will require an additional study to be conducted as well as additional Advisory Committee meetings to take place.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: January 10, 2024
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on whether the Advisory Committee wants to recommend that financing options be looked at in assessment of roadway impact fee.

BACKGROUND/SUMMARY:

This will be a brief discussion on whether or not the committee wants to engage in additional services in order to look at financing options when it comes to roadway impact fees.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: No

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Community Impact Fee Advisory Committee vote on whether or not to recommend additional work on the roadway impact fee update which would involve looking into financing options.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: January 10, 2024
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on comparisons of roadway impact fees.

BACKGROUND/SUMMARY:

This will be a discussion comparing Manor's proposed fees with other cities' roadway impact fees.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: No

STAFF RECOMMENDATION:

It is the City Staff's recommendation that the Community Impact Fee Advisory Committee discuss the comparison of roadway impact fees.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**

COMPARISON OF ROADWAY IMPACT FEES

COMPARISON OF ROADWAY IMPACT FEES

City of Manor Roadway Impact Fees Impact Fee Comparison Chart -October 2023	
City	Roadway Impact Fee
Austin	High = \$5742, Low = \$1472
Bastrop	Working on fees currently
Bartlett	Nothing at this time
Belton	Impact Fees do not seem appropriate, timely, or an affordable process for the community at this time, and would discourage development.
Buda	
Elgin	
Florence	
Georgetown	High = \$4577, Low = \$1247
Harker Heights	Nothing at this time
Holland	Nothing at this time
Jarrell	Nothing at this time
Kyle	Nothing at this time
Liberty Hill	Nothing at this time
Leander	High = \$2179, Low = \$287
Manor	Nothing at this time
Pflugerville	High = \$3156, Low = \$1590
Round Rock	Increases over three years - set fee based on residential or non-residential - currently \$1,130 per residential service unit and \$628 per non-residential service unit
Salado	
Taylor	Just updated - High = \$1,500, Low = \$710*
Temple	Nothing at this time
Troy	Nothing at this time
Waco	Varies by service area and land use

*Taylor has 3 service areas - Area 1 - \$1500/service unit, Area 2 - \$710/service unit, Area 3 - \$710/service unit

SERVICE AREAS COMPARISON

City of Manor		
Roadway Impact Fees		
Service Areas Comparison		
City	Number of Service Areas	Total Area of City in Sq Miles
Austin	17	297.29
Georgetown	9	8.80
Leander	5	34.08
Manor	3	7.35
Pflugerville	3	22.32
Round Rock	3	26.30
Taylor	3	13.50
Waco	11	95.50

CITIES WITHOUT ROADWAY IMPACT FEES

Bartlett
Belton
Buda
Elgin
Florence
Harker Heights
Holland
Jarrell
Kyle
Liberty Hill
Salado
Temple
Troy

WHY CITIES DON'T HAVE ROADWAY IMPACT FEES CURRENTLY

City of Manor	
Roadway Impact Fees	
No Impact Fee Cities	
City	Reason for not having Roadway Impact Fees
Bartlett	Due to size, population, and limited growth there is no reason to have fees.
Belton	Impact Fees do not seem appropriate, timely, or an affordable process for the community at this time, and would discourage development.
Buda	Looking into roadway impact fees
Elgin	Roadway improvements would be required on state roads; impact fees cannot be used on these.
Florence	Due to size, population, and limited growth there is no reason to have fees.
Harker Heights	Just instituted wastewater impact fee for specific area of City; no reason at this time to create roadway impact fees.
Holland	Due to size, population, and limited growth there is no reason to have fees.
Jarrell	Do not have impact fee advisory committee
Kyle	Focusing on water/wastewater update
Liberty Hill	Impact Fees do not seem appropriate, timely, or an affordable process for the community at this time, and would discourage development.
Salado	Concerned about how it would affect development
Temple	Nothing at this time
Troy	Due to size, population, and limited growth there is no reason to have fees.